SENIOR INFORMATION TECHNOLOGY PLANNER

Characteristics of Work

Positions in this family are responsible for overall tactical planning and leadership for information technology within the State which includes the ITS organization and all other State agencies. They work with senior management to define long-range direction for the information systems environment, provide project leadership for key technology initiatives, and/or conduct research regarding the future directions of information technology and emerging technologies. These individuals are key resources for the entire State and provide expert guidance and counsel to all State agencies.

The Senior Information Technology Planner is the specialist level for a select group of incumbents who serve as technical advisors to critical projects in addition to participating in the development of strategic long-range IT plans for the State. Incumbents in this role have an agency-wide focus acting as the liaison for large agencies in the State. They lead complex initiatives such as those to develop published guidelines and standards that impact cross-functional and multi-disciplinary functions. Their work is integral to the successful implementation and overall success of the strategic information technology plan for both large agencies and the State.

Examples of Work

Examples of work performed in this classification include, but are not limited to, the following:

Researches and analyzes information technology trends that may have potential value to the State.

Participates in task forces to study specific technology issues and incorporate them in the technology planning process.

Leads major projects involving the implementation of new technologies.

Develops technology plans that encompass personnel and technical resources and makes recommendations concerning the required technological framework.

Conducts feasibility studies and performs cost/benefit analyses for strategic or mission-critical applications.

Acts as a liaison with vendors and agencies to provide technology solutions.

Essential Functions

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

1. Conducts technology related research to analyze trends and determine strategic direction.

2. Develops standards and guidelines to ensure the effective deployment of strategic technology.

3. Develops information technology plans and budgets that may incorporate the adoption of a new technology architecture.

4.   Makes recommendations to senior management regarding the appropriate use of technology for strategic applications.

Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

Light Work: May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting up to approximately 20 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.
Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.
Far Acuity: Clarity of vision at 20 feet or more.
Depth Perception: Three-dimensional vision. Ability to judge distance and space relationships so as to see objects where and as they actually are.
Accommodation: Ability to adjust focus.

Speaking/Hearing: Ability to give and receive information through speaking and listening skills.

Motor Coordination: While performing the duties of this job the incumbent is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is frequently required to stand; and walk. The incumbent is occasionally required to stoop, kneel, crouch, or bend; and climb or balance.

Experience/Educational Requirements:

Education:
A Bachelor's Degree from an accredited four (4) year college or university in computer science, data processing, business information systems, or a related field;

AND

Experience:
Six (6) years of directly related experience in a field of technology including project management and information technology planning.

OR

Education:
An Associate's Degree from an accredited two (2) year college in computer science, data processing, business information systems, or a related field;

AND

Experience:
Eight (8) years of directly related experience in a field of technology including project management and information technology planning.

OR

Education:
Graduation from a standard four (4) year high school or equivalent (GED);

AND

Experience:
Ten (10) years of directly related experience in a field of technology including project management and information technology planning.

Substitution Statement:

Related education and directly related experience may be substituted on an equal basis.

Possession of an Institute for Certification of Computer Professionals (ICCP) certificate based on successful completion of an examination may be substituted for one (1) year of the required experience.

Interview Requirements

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.